

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

Public Services - Municipal Administration & Urban Development Department –  
Smt P.Varalaxmi, former Junior Assistant, Tadepalligudem Municipality -  
Departmental Proceedings under Rule-20 of the Andhra Pradesh Civil Services  
(Classification, Control and Appeal) Rules, 1991 – Articles of charges - Issued.

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**MUNICIPAL ADMINISTRATION AND URBAN DEVELOPMENT (E1) DEPARTMENT**  
**G.O.Rt.No. 1484** **Dated:05 -11-2009**

**ORDER:**

It is proposed to hold an enquiry against Smt P.Varalaxmi, former Junior Assistant, Tadepalligudem Municipality in accordance with the procedure laid down in Rule 20 of the Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules, 1991.

2. The substance of the imputations of misconduct or misbehaviour in respect of which the inquiry is proposed to be held is set out in the enclosed statement of articles of charges (Annexure-I). A list of documents by which, and a list of witnesses by whom, the articles of charges proposed to be sustained are also enclosed (Annexure-II to III).

3. The above said Smt P.Varalaxmi former Junior Assistant is directed to submit her written statement of his defence within 10 days from the date of receipt of this order.

4. The above said Smt P.Varalaxmi former Junior Assistant, Tadepalligudem Municipality is informed that an inquiry will be held only in respect of those articles of charges as are not admitted. She should, therefore, specifically admit or deny each article of charge.

5. The above said Smt P.Varalaxmi, former Junior Assistant, Tadepalligudem Municipality is further informed that if she does not submit her written statement of defence on or before the date specified in para 3 above further action will be processed based on the material available.

6. Attention of Smt P.Varalaxmi, former Junior Assistant, Tadepalligudem Municipality is invited to Rule 24 of the Andhra Pradesh Civil Services (conduct) Rules, 1964, under which no Government Servant shall bring or attempt to bring any political or outside influence to bear upon any superior authority to further her interest in respect of matters pertaining to her service under the Government. If any representation is received on her behalf from another person in respect of any matter dealt within these proceedings it will be presumed that above said Smt P.Varalaxmi, former Junior Assistant, Tadepalligudem Municipality is aware of such a representation and that it has been made at his instance and action will be taken against her for violation of Rule-24 of the Andhra Pradesh Civil Services (Conduct) Rules, 1964.

7. The Commissioner & Director, Municipal Administration, Hyderabad is directed to make available documents related to the case, for perusal to the above said Smt P.Varalaxmi, former Junior Assistant, Tadepalligudem Municipality if she chooses so, on her written representation, within the stipulated time.

8. The receipt of the G.O. may be acknowledged.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**Dr. C.V.S.K. SARMA**  
**PRINCIPAL SECRETARY TO GOVERNMENT**

To

Smt P.Varalaxmi, former Junior Assistant,  
Tadepalligudem Municipality.  
(through C&DMA, Hyderabad).  
The Commissioner & Director, Municipal Administration, Hyderabad.

//FORWARDED BY ORDER//

**SECTION OFFICER**